

WAYNESBORO BOROUGH AUTHORITY

JANUARY 17, 2017

MINUTES

Authority Chairman Jon Fleagle called the regularly scheduled meeting of the Waynesboro Borough Authority to order at 6:00 p.m. with the following in attendance:

Borough Authority Members – Christopher Snively, Jon Fleagle and Lee Layman
(S. Allen Stine and William Pflager were absent)

Borough Staff -- S. Leiter Pryor, Director of Borough Utilities
D. Lloyd Reichard, II, Authority Solicitor

APPROVE MINUTES: Christopher Snively made a motion to approve the minutes of the December 20, 2016 meeting, as written. Lee Layman seconded; the motion passed unanimously.

SEWER PLANT DEBT SERVICE REFINANCING: Jonathan Cox, Rhoads & Sinon, was present. The WBA recently refinanced the Water PENNVEST loan with F&M, and discussion was held regarding the possibility of also refinancing the Sewer PENNVEST loan. It was noted there is approximately \$8,500,000-\$9,000,000 currently outstanding on that loan. Various options were mentioned, including conventional bank loans and a bond issue (which would require a financial advisor). An analysis will be conducted of bank proposals vs. bond issue to ensure proper savings will be realized before moving forward with either option.

REORGANIZATIONAL MEETING – ELECTION OF OFFICERS: Lee Layman made a motion to re-appoint the 2016 officers for 2017, as follows –

Chairman – Jon Fleagle
Vice-Chairman – S. Allen Stine
Secretary – Christopher Snively
Treasurer – Lee Layman

Christopher Snively seconded; the motion passed unanimously.

ANTIETAM DAM STUDY: Mr. Pryor noted that a Gannett Fleming representative will be present at the next WBA meeting to review and discuss the Antietam Dam Study they prepared. He also noted that the Antietam Dam Emergency Action Plan has been revised and approved by DEP.

LOCAL LIMIT STUDY: Mr. Pryor noted that WBA members received a truncated version of the Local Limit Study in their packets. Additional review of the limits and penalties is required, and an updated version will be provided to WBA members for review in the near future.

HIGH SPEED INTERNET (WATER PLANT): Leiter Pryor noted that the outdated dial-up internet service at the Water Treatment Plant has been discussed in the past, and Gordon Cruickshanks has been utilizing a computer at the Borough Office to do his electronic reporting. He is asking to upgrade to HughesNet high speed internet service for a cost of approximately \$100/month. Christopher Snively made a motion to proceed, provided that the need is justified to Mr. Pryor. Lee Layman seconded; the motion passed unanimously.

REVISION TO WATER SYSTEM RULES AND REGULATIONS: Mr. Pryor noted that there are many requests for meter testing, but in the past, customers were permitted to remove the meter (for a reduced rate) and deliver it to the maintenance center for testing. As the meters are more technical now, he doesn't feel this practice is a good idea. Lee Layman made a motion to remove the option for customers to remove/reinstall water meters for testing. Christopher Snively seconded; the motion passed unanimously.

UPDATE – STP BIOSOLIDS: Mr. Pryor noted that approximately 130,000 gallons has been dewatered and they have seen a reduction of molybdenum in the digester, however they will need to take more material out in order to get to the point where they are able to land-apply again. He added that they have still been unable to locate the source of the molybdenum, but will continue to monitor throughout the system.

SOURCE DEVELOPMENT WORK: Mr. Pryor reported that he and Gordon Cruickshanks have provided the information requested by Gannett Fleming for their source development study, and they are working to obtain approvals from the property owners to re-measure their wells.

PAY BILLS: Lee Layman made a motion to approve payment of the following requisitions –

Sewer Construction Fund Requisition #1150 – PSI Pumping Solutions, Inc. - \$16,355.00 – Fifth Street Pump Station (transfer of pumps; and installation of new control panel, instrumentation and upgrade of electrical service)

Sewer Revenue Fund Requisition #SA-187 – Borough of Waynesboro (Clearing Account) - \$418,630.00 – 1st Quarter, 2017 Sewer Allocation

Sewer Revenue Fund Requisition #SA-188 – D. L. Reichard, II - \$1,033.25 – Base Retainer for Legal Services (01/01/2017 to 03/31/2017)

Sewer Revenue Fund Requisition #SA-189 – Gannett Fleming Companies - \$305.92 – Engineering Services related to Sewer Use Ordinance and Sewage Transportation Agreement Updates per GF's April 30, 2015 Proposal and as authorized under the Annual Services Agreement Miscellaneous Engineering Services. Includes the following tasks: Industrial Users Pollutant Limits Evaluation, a High Strength Wastewater Surcharge Study, a Sewer Use Ordinance Update and Revision, a Sewage Transportation Agreement Update and Revision, and Implementation of an Industrial Pretreatment Program for the period of October 29, 2016 through November 25, 2016

Water Revenue Fund Requisition #17-01 – Borough of Waynesboro (Clearing Account) - \$739,626.00 – 1st Quarter, 2017 Water Allocation

Water Revenue Fund Requisition #17-02 – D. L. Reichard, II - \$1,033.25 – Base Retainer for Legal Services (01/01/2017 to 03/31/2017)

Water Revenue Fund Requisition #17-03 – F & M Trust - \$17,449.58 – Loan Payment (Loan #00007110766-09001) Due January 1, 2017

Water Revenue Fund Requisition #17-04 – F & M Trust - \$17,449.58 – Loan Payment (Loan #00007110766-09001) Due February 1, 2017

Water Revenue Fund Requisition #17-05 – Dennis E. Black Engineering, Inc. - \$5,576.83 – 2016 Antietam Dam Inspection

Water Revenue Fund Requisition #17-06 – Gannett Fleming Companies - \$1,850.30 – Waynesboro Water Treatment Plant Evaluation for the period of October 29, 2016 through November 25, 2016

Water Revenue Fund Requisition #17-07 – Gannett Fleming Companies - \$11,114.44 – Perform Hydrologic and Hydraulic Analysis (H&H Analysis) with Alternatives Evaluation for Antietam Dam for the period of October 29, 2016 through November 25, 2016)

Water Revenue Fund Requisition #17-08 – Gannett Fleming Companies - \$505.06 – 2016 Annual Services for the period of October 29, 2016 through November 25, 2016 (Inv. #060212.04*27550 and 055959.07*27548)

Water Source Development Fund Requisition #SD-164 – Gannett Fleming Companies - \$51.86 – Engineering services related to the preliminary hydrologic study for new well supply for the period of October 29, 2016 through November 25, 2016

Christopher Snively seconded; the motion passed unanimously.

Mr. Pryor noted that WBA officers will need to execute the required paperwork for transfer of bank accounts from BB&T to F&M.

Having no further business to discuss, the meeting adjourned at 7:43 p.m. on a Layman/Snively motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Office Supervisor